Washington State Department of Transportation

First Mile Last Mile Connections Grant 2019-2021 Application

Program Goals

Improve the beginning or end of an individual trip to public transit services.
Study and evaluate how different first mile last mile solutions affect access to public transportation services.

Project Title E-Scooter to Transit Solutions
Project Summary This project will promote the synergy of shared e-scooters and transit as a first/last mile solution. Forth will partner with ECOSS, the Seattle Deparment of Transportation, Sound Transit and e-scooter operators to conduct community outreach and deliver education and workshops highlighting the message of "E-scooters to transit." Forth will also project manage the installation of e-scooter docking stations and parking corrals at key transit stops in partnership with the city of Seattle.
Lead Organization Forth

Federal Tax ID Number	DUNS Number
27-4764989	067038383

This information should match the financial information in question 16.			
Dollar Amount of Grant Request for 2019-2021 $200,000.00	Total Project Cost $220,560	Local Match $20,560.00	Percentage of Project Total Cost 9%

State Legislative District(s)	County/Counties
1,11,33,37, 46 and 47	King

List each of the project partners that will have a role in the project. Describe their role and their type of organization.	
Project Partner Name Forth	Type of Organization (i.e. tribe, public sector, private sector) Nonprofit
Role Forth - (www.forthmobility.org) is a 10 year-old mission-driven nonprofit that helps cities, states, utilities and employers plan and execute the transition to electric transportation. Forth promotes the adoption of EVs of all types and sizes; plans for thoughtful installation of EV charging infrastructure in various settings; promotes local, state and national policies that support transportation electrification; helps launch shared electric mobility schemes ranging from e-scooters and e-bikes to transportation network companies (TNCs), such as Uber and Lyft, and electric car-sharing. Forth is a natural project lead and convener given one of its primary missions is to bring together cross-sector stakeholders to further the mission of transportation electrification. From governmental and policy organizations to manufacturers, utilities and private industries, Forth organizes and hosts numerous events to share ideas and foster partnerships. Forth Transportation Equity workgroup, quarterly Regional Consumer Engagement events and annual Roadmap conference all feature transportation equity discussions and panels, many of which also discuss micro-mobility efforts. In all of these settings, and with all collaborators, Forth will support and encourage others to adopt and amplify the message of safe and transit oriented e-scootering. In this project Forth will act as lead project manager and help guide the many facets of the work. Forth will also use its expertise in electric micromobility to assist in outreach, trainings and lead station installations.	
Project Partner Name ECOSS	Type of Organization (i.e. tribe, public sector, private sector) Nonprofit
Role ECOSS (www.ecoss.org) pioneers an organizational model that has set them apart within the environmental sector. ECOSS has integrated principles of environmental equity into their organization for more than 25 years. ECOSS brings the wisdom and experience of underserved communities into the environmental sector by hiring staff directly from the communities we serve. ECOSS staff is deeply trusted in the community and knowledgeable about root causes of the environmental and social issues communities face. In 2019, ECOSS worked with King County Metro and the consultant team to implement a multifaceted and multilingual community engagement to achieve King County Mobility Framework's goals. The team solicited guidance and feedback from community members and community leaders to help the agency adapt to a changing transportation system in an equitable and environmentally sustainable way. ECOSS will be leading the community engagement and support Forth on establishing an inclusive and meaningful CBOs partnership approach.	
Project Partner Name Seattle Department of Transportation	Type of Organization (i.e. tribe, public sector, private sector) Public Sector
Role SDOT is supportive of efforts to electrify shared mobility, including micromobility, and strengthen connection to transit, specifically within Environmental Justice Communities (communities of color, immigrants, refugees, people with low incomes, and limited English-proficient individuals). SDOT will support this work, as feasible, through ongoing related efforts including permitting for micromobility and charging infrastructure.	
Project Partner Name Sound Transit	Type of Organization (i.e. tribe, public sector, private sector) Public sector
Role Sound Transit builds and operates regional transit service throughout the urban areas of Pierce, King and Snohomish Counties. Sound Transit will assist in identifying the best neighborhoods and stops for scooter to transit outreach, as a core partner.	
Project Partner Name Bird + Spin	Type of Organization (i.e. tribe, public sector, private sector) Private Sector
Role All e-scooter operators, permitted by the city of Seattle, will be invited to participate. Forth has worked closely with Bird in the development of this proposal but all major scooter operators have indicated interest in partnering together should this proposal be funded. All of these companies have confirmed that they share Forth and ECOSS' scooter to transit, safety and equity goals and will provide many matching donations and in kind support to advance this work, including:free helmets, ride credits, e-scooters to use at the workshops, on-the-spot reduced fare sign ups, staff time to assist at the workshops and data sharing concerning connection to transit to measure impact.	
Project Partner Name Swiftmile	Type of Organization (i.e. tribe, public sector, private sector) Private Sector

Role
Swiftmile - (https://swiftmile.com/) Forth will partner with member Swiftmile to pilot 4 charging stations at transit stops. Swiftmile will provide the charging stations for this project. Swiftmile supplies cities, transit agencies and private operators with docks equipped to park and charge both scooters and e-bikes and has docking/charging stations installed around the world.

Mailing Address	City	State	Zip Code
2035 NW Front Ave	Portland	OR	97209
Billing Address (if different from mailing address)	City	State	Zip Code

Grant Administrator	Phone Number	Grant Administrator Email
Joseph Wachunas	503-853-4575	josephw@forthmobility.org
Billing Contact	Billing Contact Phone Number	Billing Contact Email
Maria Clark	503.724.8670 x109	mariac@forthmobility.org

Qualitative Description of Needs (25 points)

1. *Describe the first-last mile to transit service you propose:*
    a. *Service and/or facilities you will provide*. Examples include: active transportation facilities (e.g. bicycle lockers and racks), bike share, carpool, demand response transportation, education, deviated fixed route transit, incentives, marketing, paratransit, parking management, ridehail, shuttle, transit pass subsidies, vanpool, vanshare. Please note that emergency or guaranteed ride home services and expanding single occupancy vehicle parking are not eligible.
    b. Location and/or first-last mile service area
    c. *Existing transit service your service connects to*
    d. *Transportation gap your proposal is intended to address*

a.) Shared e-scooters are a worldwide phenomenon helping usher in a new era of electric micromobility. As Seattle prepares to launch its e-scooter program in the summer of 2020, it has the opportunity to integrate lessons learned, from the experiences and challenges of other communities, in its implementation.

One recognized lesson is a need of improvement is the synergistic combination of transit and electric micromobility as a first and last mile solution. While there are promising signs of this increased combination, other cities are finding that this mode pairing does not always occur naturally. In Portland, Oregon for example, where e-scooters have been on the streets since 2018, only 8% of respondents, surveyed by Portland Bureau of Transportation (PBOT), said that they used e-scooters in combination with public transit. The potential impact, however, is high, especially in underserved areas where a transit stop may be far from a place of residence.

Shared e-scooters could, and should, increase transit access to entirely new communities as they are ideal for helping people get to fixed line transit stations. The average e-scooter trip is 10 to 15 minutes and 1 to 1.5 miles (https://nacto.org/wp-content/uploads/2019/04/NACTO_Shared-Micromobility-in-2018_Web.pdf). E-scooters thus have the potential to help to extend the traditional transit catchment radius from 0.5 to 1.5 miles - the difference between a walking trip and a quick trip by e-scooter.

Another lesson learned is that a lack of public investment in this new shared form of electric transportation risks private companies discontinuing a valuable transportation service when they can not make it profitable. E-scooter operators are expected to educate the general public on how to ride safely and access transit, while also testing new business models, with small margins, while also investing in vehicle and application improvements. A number of operators have chosen to pull their e-scooters from cities due to lack of profitability. Seattle and other cities have recently seen private companies that provide a valuable transportation service (Car2go for example), leave the market because they could not make it pencil.

To address these challenges, and improve first-last mile e-scooters and transit synergies, Forth, ECOSS (formerly known as Environmental Coalition of South Seattle) and select e-scooter operators, propose the following approach:

E-scooter/Transit Educational Events

Forth and ECOSS propose to do an initial community outreach and survey to:
1. Evaluate with support of local transportation agencies & other stakeholder demographic patterns, travel trends, transit use;
2. Identify priority communities and areas;
3. Identify community liaisons, such as CBOs, that can help to design engagement;
4. Collect public/community input to develop equity and sustainability-centered recommendations to guide actions, inform program and provide recommendation to government agencies;

Once our initial outreach has been successfully achieved we propose to co-host pop-up events (both virtual and in person), with Seattle area transit agencies, at busy transit stops and community hubs, such as community centers, faith-based center, etc, to promote e-scooters as a reliable and affordable first/last mile solution. These events will involve safety education and specific instruction on how to combine e-scooters with bus or light rail trips.

To date, Forth has held similar, successful e-scooter workshops in Portland, Oregon and with American Climate City Challenge partners across the country. It recently won a Metro grant to continue this work into 2021 and to create a standard curriculum on e-scooter safety. Our education includes:
1. Promotion of transit ridership such as proper parking protocols that do not block sidewalks or bus shelters; finding charging station locations (see below); and using apps for way finding and trip planning using both modes of transportation.
2. Safe riding skills such as how low traffic streets are ideal for using e-scooters to connect to transit destinations; promotion of greater awareness of other vehicles; turning and stopping signals; and pedestrian safety, collision avoidance and the demonstration of helmet safety.
3. Low-income access offerings and how to take advantage of reduced-cost and non-traditional fare programs, including the use of e-scooters without a credit card or smart phone.

Workshop participants also receive free helmets, ride credits and ability to test ride e-scooters in an educational setting with little traffic.

For this proposal, we envision six (6) virtual safety and e-scooter to transit promotion courses for the first half of the grant period (from award through end of 2020), and eight (8) COVID-safe in-person education events at key transit stops and community hubs to be identified with transit and community partners, in the Spring of 2021.

Safe, transit oriented, e-scootering workshops will be planned and promoted in conjunction with the community organizations that will be hosting them, who will be sub-grantees via pass-through funds and help organize, market, and encourage their constituencies to participate in the events. By leveraging pre-existing partnerships with the City of Seattle, and community groups such as ECOSS and others, this team will successfully deliver effective, and well-attended, workshops to reach individuals with limited access to this information.

Collateral and Media campaign

Forth, ECOSS and partners, will also create e-scooter/transit collateral to highlight the content from the education curriculum described above. This collateral would be distributed to communities by partnering community based organizations, scooter operators (who will educate riders through app notifications) and the Seattle Department of Transportation (SDOT). All partners would work together to publicize and amplify the message of "take a scooter to transit" as part of the various media campaigns to be implemented with this grant proposal.

Docking Stations and other Shared mobility infrastructure around transit

Forth, in partnership with docking station providers, such as the company SwiftMile as well as others, will place several docking/charging stations in key locations to help ensure that transit riders will often find a charged and nearby scooter when leaving transit stations and bus stops.

In addition to charging stations, the creation of dedicated parking corrals and other infrastructure at transit stops increases the likelihood that residents from those communities will find e-scooters available when and where they need them. Partnering operators will provide incentives to users to leave e-scooters charging at a docking station, or within virtual or physically identified, parking corrals.

Operators will work with local transit authorities to effectively deploy locations of corrals, charging stations, and vehicle staging to enhance connectivity.

In addition, micromobility operators will work with transit authorities to provide a data feed for inclusion in transit operator's mobile app, allowing users to see transit information as well as micromobility vehicle availability. Operators will also participate in data sharing as described in question 5 below.

All of these efforts will serve as pilots to provide data to city and transit authorities on the most effective ways to combine shared micromobility and transit.

b. Location and/or first-last mile service area

ECOSS and the coalition of local CBOs, as well as public and private sector partners, will implement an engagement and outreach strategy that will leverage both trusted community spaces and partners, such as Rainier Beach Family Center and Homesight in South Seattle. Given the impacts of COVID-19, we also plan to leverage coalition partner resources to perform virtual trainings and education events as needed.

c. Existing transit service your service connects to

Our e-scooter to transit workshops will connect with light rail and bus stops serviced by Sound Transit and King County Metro in Seattle and King County.

We will work with our community based organization, and transit agency partners, to identify key populations and transit deserts where our outreach will be most impactful.

d. Transportation gap your proposal is intended to address

This proposal addresses the transportation deserts where populations who rely on transit do not live outside the traditional transit catchment radius of .5 miles and could thus benefit greatly from the increased mobility and access to transit that shared e-scooters provide.

Discussion of Benefits (20 points)

2. *Describe how the proposed services will be open & accessible to the public in an equitable manner*. Include any grant eligibility requirements

   With more than 26 years' experience, ECOSS is uniquely positioned with the technical and cultural expertise, native language capacity, community trust and accountability, and cross-sector relationships to effectively address critical community needs. Our multicultural outreach staff and consultants are positioned to create, trans-create, translate, and distribute information to small businesses and community members in Mandarin, Cantonese, Vietnamese, Spanish, Korean, Swahili, Nepali, Bhutanese, Cambodian, Amharic and Somali. In all our work, and particularly at this time of crisis, we are prioritizing communities of color, limited English speaking communities, refugees and immigrants, and others at the highest risk for health, social, and economic impacts.

   In this project ECOSS will engage deliberately and transparently by using meaningful, inclusive, and community – driven approaches to provide, and evaluate micromobility choices and supporting infrastructure.

3. *Describe the benefits this project would provide.* Discuss how the project will improve connections to public transportation, market potential, enhance access to destinations.

   This "Scooter to Transit" Project will benefit the King County Region in many ways. First, by educating and promoting the synergies between transit and electric micromobility, this project aims to boost transit usage in a time when COVID significantly impacts ridership. Shared e-scooters and bikes, in theory, should open transit to a whole new group of riders, who live in transit deserts and can't easily access a fixed transit line by foot. To date, these e-scooter/transit synergies haven't always been realized in other communities, and this work aims to improve the prospects in Seattle. However, the potential is large, in transit rich cities like Washington DC and Chicago, Bird has found 20 to 30% of trips end or start near transit (https://comotionnews.com/2020/03/25/e-scooters-make-it-easier-and-more-likely-for-the-public-to-use-mass-transit/).

   Second, by reducing VMT (vehicle miles travelled), traffic congestion, carbon emissions, and overall car-dependency. We know that in the 2019 Portland e-scooter pilot for example, 37% of surveyed users reported using e-scooters to replace a trip that would otherwise have been taken by car. Our e-scooter workshops will also help remove barriers such as cost, safety, familiarity, and lack of smartphones and payment options to using e-scooters which should increase both transit and e-scooter ridership and reduce automotive congestion.

   Third, this e-scooter to transit project will expand the affordable transportation options available to low-income communities by highlighting how e-scooters can be combined with transit to move people for errands or work without involving an automobile. The combination of reduced e-scooter fares and free transit card programs, like ORCA Opportunity, should help more households reduce their car-dependency and keep transportation dollars in communities that would benefit from the cost savings.

Social Justice/Equity (20 points)

4. *How does the project advance efficiencies in, accessibility to, or coordination of transportation services provided to persons with special transportation needs?* Provide information about how your project provides equal opportunities to disadvantaged populations, including: persons with disabilities, low-income populations, veterans, persons over 65 and over 85 years of age.

This project will serve a racially, ethnically, linguistically and culturally diverse population. Common threads among the target audiences include:

- having a low to moderate income,
- seeking affordable housing, and
- not owning personal vehicles (or if they do they must share them with family members)

Target participants may have little experience with e-scooters and are generally dependent on public transportation. Rising costs in housing have pushed many Seattle residents further and further outside the city center and from places of employment, saddling many commuters with long transit times and/or single occupancy auto driving. As a result, low-income and underserved communities tend to spend a larger share of their time and income on transportation, a cost which is the second highest monthly expense for most households. These communities are also unduly burdened from vehicle air pollution and are more likely to experience the impacts of climate change caused by the carbon pollution from the transportation sector. In Portland's e-scooter pilot, low-income communities have said they were generally unfamiliar with how to ride e-scooters and desired general education.

Forth, and partner ECOSS, also plan to present e-scootering workshops in multiple languages based on community need so that language is not a barrier to scooter education. Forth has prior experience in conducting spanish-speaking workshops partnering with Hacienda Community Development Corporation in Portland to hold an e-scootering workshop during a weekly food pantry event. While community members were waiting to receive food, they had the opportunity to try e-scooters and sign up for low-income access programs. Forth created and distributed Spanish language collateral, and Forth's Manuel Morales educated 29 community members in their native language.

Finally, these workshops, changing stations and targeted media campaigns will be open and welcoming to all people regardless of age, or disability.

Goals and Metrics (15 points)

5. *How will your organization measure whether the project is successful and improves the efficiency and effectiveness of getting to fixed route public transportation?* Describe the quantitative and qualitative measures.

   As part of your measures, you must select at least one of the following:

   - Change in transit ridership
   - Number of first-last mile trips provided
   - Number of passenger miles via first-last mile service provided

   Forth and partners will measure whether the project is successful by reporting the number of first-last mile trips to public transportation provided by e-scooters in our target areas.

   Scooter operator partners will provide aggregated and anonymized data (including counts and heat maps) illustrating the number of trips that start or end near transit stations. This data can be used to identify popular stations where infrastructure to accommodate scooters might be necessary, or times of the day where stations are undersupplied with scooters.

   Key scooter operator partner Bird will also survey riders regarding reasons for trips, and use of e-scooters to connect to transit. Forth and ECOSS will also survey participants in trainings, and other outreach activities, to assess the impact of these actions.

Wages and Healthcare (10 points)

6. *Organization size.* Do you have 50 or more full-time employees based in Washington state?

   ☐ Yes

   ☒ No

7. *Minimum Wage.* Does your organization provide a minimum wage for employees and independent contractors?

   ☒ Yes: $18/hour

   ☐ Yes, for employees only: $

   ☐ No

8. *Healthcare.* Does your organization provide healthcare benefits to your employees and independent contractors?

   ☐ No

☐ No, but provide additional compensation to employees and independent contractors for healthcare

☐ Yes, included in hourly wage compensation for employees and independent contractors

☒ Yes, included in employee benefits package for employees and independent contractors

☐ Other:

Readiness to Proceed (10 points)

9. *Discuss readiness to proceed.* Describe:

   a. When the project would introduce service to the public, and

   b. How the project could provide preliminary performance data (change in transit ridership, number of first-last mile trips provided, etc.) by December 31, 2020.

   a.) After creating a project management plan, e-scooter to transit curriculum and marketing collateral as well as surveying identified communities on the most effective outreach methods, Forth and ECOSS envision introducing their outreach and marketing efforts to the public in September 2020, with the first virtual e-scooter to transit education workshops to begin shortly afterwards.

   b.) By December 31, the project will provide anonymized data (including counts and heat maps) that show scooter usage to key transit stations (See question 5). The project will also provide data as to how many times the scooter charging stations have been used and how many participants have received "scooter to transit" education.

10. *Identify the project staff for this project and their technical capacity.* What type of experience do these individuals have with service delivery and grant management?

    Barrett Brown - Forth Program Manager. Barrett manages Forth's TNC Electrification efforts. He previously worked in micro-mobility, running operations for Lime scooters in Portland and working for Citibike in New York. He attended Fordham University and earned a B.A. in Media Studies with a journalism focus while working full time as a Paramedic.

    Sergio Lopez - Forth Program Manager. Sergio leads the delivery of pilot projects that advance sustainable and socially equitable transportation. He previously worked at BIKETOWN as a Customer Relations Specialist/Brand Ambassador and as an assistant researcher at Portland State University helping develop green spaces. Sergio was born in Southern California and spent his childhood summers in Mexico, where both of his parents are from. Having grown up in a low income household, Sergio is passionate about the work Forth delivers. He holds a B.S. in Cultural Anthropology from Portland State University.

    Jose Chi – ECOSS Project Manager – Jose has over ten years of professional experience working with diverse communities in the public and non-profit sector and has proven experience in creating and delivering inclusive outreach to diverse audiences. Jose currently manages ECOSS' Clean Energy Program. His work includes increasing the communities' awareness on various environmental topics through education and engagement activities, focusing on marginalized communities. Jose collaborates and works closely with community-based organizations across Puget Sound to advance equity and environmental goals. Jose is bilingual in Spanish and English. Jose will supervise ECOSS' dynamic team of multicultural and multilingual outreach specialists.

    Eugenia Bogazzi – ECOSS Programs Director – Eugenia provides program leadership and direction of ECOSS programs and projects including the Clean Energy, Resource Conservation and Environmental Equity impact areas. Eugenia aligns plans and activities with broader strategy and mission. She earned a PhD in Biological sciences and has over 15 years of experience in academic research. Eugenia is a native Argentinean and has lived experience in the Latinx community, and expertise in meaningfully engaging and advocating for the Latinx community in Puget Sound.

    Joseph Wachunas - Forth Program Manager - Joseph manages the Forth Showcase and leads micro-mobility work at Forth. In partnership with PBOT and scooter operators, Joe led Forth's creation of it's 2019 safe scootering workshops and delivered over 10 of them. Joe also organizes a regional e-bike working group that promotes increased usage of e-bikes.

    Laurence Wilse-Samson - Senior Manager of Policy Research. Laurence Wilse-Samson leads research at Bird. His portfolio includes transit integration strategies, sustainability policy research, and academic partnerships management. He holds a PhD in Economics from Columbia University.

    Edward Fu - Senior Regulatory Counsel. Edward Fu leads regulatory and policy functions for Bird and advises cities across the country on designing micromobility programs to achieve sustainability, equity, and safety goals. He holds a JD from NYU School of Law.

    Maurice Henderson - Director of Government Partnerships. Maurice Henderson leads local government engagement, focused largely on the Western US. Prior to his role with Bird amongst his most recent roles, he served as Chief Operating Officer at Trimet, Chief-of-Staff to Mayor Ted Wheeler, and as Deputy Director at PBOT.

Readiness to Proceed (10 points)

11. *Milestones and activities.* Describe the major milestones for the project, including project start, provision of public service, public events, anticipated measurement activities, progress reports, completion date, etc.
Below is a description of milestones and activities to be completed during this project.

Task Description 1 - Create Project Management Plan

Organize a comprehensive plan detailing the following aspects of the grant; timeline, budget management, project team, stakeholder directory, risk management, work breakdown, and management of communications.

- Milestone - Completed Project Management Plan
- Completion Date: 08/01/20

Task Description 2- Initial community engagement

Solicit input from community members and community leaders to understand community transportation needs and preferences that will inform project outreach and communication plans, including curriculum development, and education workshop.Create surveys, design and conduct community meetings (in person or virtual) and key informant interviews to community leaders.

- Milestone - Completed initial community engagement, completed report of findings
- Completion Date: 09/1/20

Task Description 3 - Create e-scooter curriculum

Work with Transit Agencies, as well as community-based organizations, to refine the current "Safe and Equitable E-Scooter Curriculum." Incorporate all elements of safe micro-mobility education but highlight transit focused synergies. Concurrently develop e-scooter equitable access content that includes information in multiple languages on reduced fares, scooter access for un-banked riders as well those without a smartphone. SDOT will review the final curriculum for accuracy with regard to city laws and ordinances.

- Milestone - Completed E-scooter/transit access curriculum
- Completion Date: 9/1/20

Task Description 4 - Finalize partnerships and workshop delivery schedule

Create memorandums of understanding between Transit Agencies, e-scooter companies, educational partners and community partners that outline roles and responsibilities for organizing, promoting and carrying out successful safe and equitable e-scooter workshops. Plan the location, date, and number of workshops to be delivered with the goal to deliver virtual workshops starting in September 2020

- Milestone - Completed Memorandums of Understanding between partners, Completed Calendar of virtual/in person E-scooter/transit workshops for the duration of the grant
- Completion Date: 9/1/20

Task Description 5 - Develop and implement E-Scooter to Transit Collateral and Outreach

Create easily accessible and informative e-scooter to transit collateral in multiple languages which promotes the combination of modes as well as best safety practices and equitable access information. Synthesize essential points from the curriculum and use Forth's marketing team to prepare information that is both compelling and accessible. Distribute collateral in conjunction with community, transit and industry partners at all workshops, and electronically.

- Milestones - Collateral and Distribution
- Completion Dates: Collateral development - 9/1/20 - Collateral distribution - Ongoing through 7/1/21

Task Description 6 - Develop and Deliver Participant Survey

Create an e-scooter survey to administer to focus groups in each of the targeted communities. Surveys will poll participants on their usage of shared e-scooters to transit.

- Milestones - Completed E-scooter participant survey and initial survey data
- Completion Date: 10/01/20

Task Description 7 - Deliver E-scooter to transit Workshops

Deliver 6 virtual E-scooter to transit workshops in 2020 and 8 COVID safe, in person workshops in the spring of 2021, partnering with transit agencies Communities will receive grant funds for event coordination and administrative costs.

Readiness to Proceed (10 points)

Ensure e-scooter companies are present at workshops with e-scooters for free use during field instruction. Ensure informational collateral and free helmets are available for all attendees. Ensure all attendees receive adequate safety and e-scooter ride credit upon completion of the course. Work with partnering community-based organizations from start to finish in every workshop to ensure program success.

- Milestones - Six completed virtual scooter to transit workshops and eight completed in person
- Completion Date: June 1, 2021

Task Description 8 - Implement Scooter docking station and scooter corral pilot

Work with city partners, e-scooter operators, charging station providers and transit agencies to site and install four Swiftmile, battery powered (thus limiting need for trenching) e-scooter charging/docking stations at key transit stops. Work with these partners to install an additional four e-scooter painted parking corrals (see attached image). Project manage all necessary coordination between agencies and vendors.

- Milestones - Four installed charging/docking stations and Four painted scooter corrals
- Completion Date: Half of the charging/docking stations and corrals installed by December 1, 2020, the remaining half installed by April 1, 2021

Task Description 9 - Complete Case Study, Evaluation and Final Report

The final report will show data from surveys, attendance numbers at transit oriented workshops, community members engaged at events, collateral outcomes, heat maps to transit stations, and other data collected and lessons learned. The report will be peer-reviewed and widely circulated throughout Forth and partner's social media, networking events and conferences and website.

- Milestones Final Report
- Completion Date: July 1, 2021

12. *Project Budget.* Describe each project element and its cost details. These may include marketing, staff time, services, acquisition, incentives, etc.
Our team envisions the total budget for this project to be $201,000, distributed as follows:

Project planning, community outreach and media campaign - ($51,000 total). Forth and ECOSS will create a project management plan ($2000) , conduct initial community outreach ($10,000), create partnership agreements and workshop delivery schedule ($3,000), create curriculum ($5,000) and collateral ($10,000), print and distribute "scooter to transit" messaging ($1,000) , coordinate media advertising push ($10,000) and targeted community outreach ($8,000) and conduct surveys as to scooter to transit effectiveness ($2,000).

E-scooter to transit workshops - ($70,000 total). Forth, ECOSS and E-scooter Operators will deliver both six virtual ($20,000) and eight COVID safe e-scooter to transit workshops ($40,000) and distribute ride credit ($5,000) and helmets ($5,000) for successful completion of workshops.

Docking/Charging station and e-scooter corrals at transit stops - ($80,000 total). Forth will project manage ($30,000) the installation of 4 charging/docking stations ($40,0000) and 4 e-scooter corrals ($10,000) at transit stops.

For a full list of estimated cost breakdowns please see number 16 below.

13. *Project Partners.* List any planned project partners (including sub-recipients and/or contractors), by name or by type. Describe the role of your project partners, if awarded.
Forth - Forth (www.forthmobility.org) is a 10 year-old mission-driven nonprofit that helps cities, states, utilities and employers plan and execute the transition to electric transportation. Forth promotes the adoption of EVs of all types and sizes; plans for thoughtful installation of EV charging infrastructure in various settings; promotes local, state and national policies that support transportation electrification; helps launch shared electric mobility schemes ranging from e-scooters and e-bikes to transportation network companies (TNCs), such as Uber and Lyft, and electric car-sharing. Forth is a natural project lead and convener given one of its primary missions is to bring together cross-sector stakeholders to further the mission of transportation electrification. From governmental and policy organizations to manufacturers, utilities and private industries, Forth organizes and hosts numerous events to share ideas and foster partnerships. Forth Transportation Equity workgroup, quarterly Regional Consumer Engagement events and annual Roadmap conference all feature transportation equity discussions and panels, many of which also discuss micro-mobility efforts. In all of these settings, and with all collaborators, Forth will support and encourage others to adopt and amplify the message of safe and transit oriented e-scootering. In this project Forth will act as lead project manager and help guide the many facets of the work. Forth will also use its expertise in electric micromobility to assist in outreach, trainings and lead station installations.

Readiness to Proceed (10 points)

ECOSS - ECOSS (www.ecoss.org) pioneers an organizational model that has set them apart within the environmental sector. ECOSS has integrated principles of environmental equity into their organization for more than 25 years. ECOSS brings the wisdom and experience of underserved communities into the environmental sector by hiring staff directly from the communities we serve. ECOSS staff is deeply trusted in the community and knowledgeable about root causes of the environmental and social issues communities face. In 2019, ECOSS worked with King County Metro and the consultant team to implement a multifaceted and multilingual community engagement to achieve King County Mobility Framework's goals. The team solicited guidance and feedback from community members and community leaders to help the agency adapt to a changing transportation system in an equitable and environmentally sustainable way. ECOSS will be leading the community engagement and support Forth on establishing an inclusive and meaningful CBOs partnership approach.

Transit agencies - Sound Transit builds and operates regional transit service throughout the urban areas of Pierce, King and Snohomish Counties. Sound Transit will assist in identifying the best neighborhoods and stops for scooter to transit outreach, as a core partner.

Seattle Department of Transportation (SDOT) - is supportive of efforts to electrify shared mobility, including micromobility, and strengthen connection to transit, specifically within Environmental Justice Communities (communities of color, immigrants, refugees, people with low incomes, and limited English-proficient individuals). SDOT will support this work, as feasible, through ongoing related efforts including permitting for micromobility and charging infrastructure

E-scooter Operators - All e-scooter operators, permitted by the city of Seattle, will be invited to participate. Forth has worked closely with Bird in the development of this proposal but all major scooter operators are currently members and have indicated interest in partnering together should this proposal be funded. All of these companies have confirmed that they share Forth's scooter to transit, safety and equity goals and will provide many matching donations and in kind support to advance this work, including:free helmets, ride credits, scooters to use at the workshops, on-the-spot reduced fare sign ups and staff time to assist at the workshops.

Community Based Organizations - Forth will also partner with community based organizations including to help organize, publicize, and host the e-scooter to transit workshops and assist with the development of the curriculum and outreach. Forth envisions continual participation from partner CBOs and will rely heavily on these organizations' expertise around meeting the needs of the communities they serve.

Swiftmile - (https://swiftmile.com/) Forth will partner with member Swiftmile to pilot 4 charging stations at transit stops. Swiftmile supplies cities, transit agencies and private operators with docks equipped to park and charge both scooters and e-bikes and has docking/charging stations installed around the world.

Other Questions (No points)

14. *Scalability.* Describe how the project could proceed with more or less funding than the amount requested. How could the project scale?
    This program could be scaled up or down depending on grant funding. Forth and ECOSS could increase outreach and scooter to transit workshops or reduce them depending on available funding. Similarly, Forth could install more or fewer charging stations depending on available funding.

15. Fill in the appropriate milestone for your project (e.g., project start, various project elements, planning dates, completion date). In the last column, enter specific descriptions about the activity.

Milestone	Date	Activity
Completed Project management plan and initial community engagement	9/1/2020	Organize a comprehensive plan detailing the following aspects of the grant; timeline, budget management, project team, stakeholder directory, risk management, work breakdown, and management of communications. Solicit input from community members and community leaders to understand community transportation needs and preferences that will inform project outreach and communication plans, including curriculum development, and education workshop.Create surveys, design and conduct community meetings (in person or virtual) and key informant interviews to community leaders

Readiness to Proceed (10 points)		
Completed E-scooter to Transit curriculum	9/1/2020	Work with Transit Agencies, as well as community-based organizations, to refine the current "Safe and Equitable E-Scooter Curriculum." Incorporate all elements of safe micro-mobility education but highlight transit focused synergies. Concurrently develop e-scooter equitable access content that includes information in multiple languages on reduced fares, scooter access for un-banked riders as well those without a smartphone. SDOT will review the final curriculum for accuracy with regard to city laws and ordinances.
Completed Memorandums of Understanding and calendar of virutal and in-person events	9/1/2020	Create memorandums of understanding between Transit Agencies, e-scooter companies, educational partners and community partners that outline roles and responsibilities for organizing, promoting and carrying out successful safe and equitable e-scooter workshops. Plan the location, date, and number of workshops to be delivered with the goal to deliver virtual workshops starting in September 2020
Completed "E-Scooter to Transit" collateral and community outreach	6/30/2021	Create easily accessible and informative e-scooter to transit collateral in multiple languages which promotes the combination of modes as well as best safety practices and equitable access information. Synthesize essential points from the curriculum and use Forth's marketing team to prepare information that is both compelling and accessible. Distribute collateral in conjunction with community, transit and industry partners at all workshops, and electronically.
Delivered Participant Survey	10/1/2020	Create an e-scooter survey to administer to focus groups in each of the targeted communities. Surveys will poll participants on their usage of shared e-scooters to transit.
Delivered e-scooter to transit workshops and general community outreach	6/1/2021	Deliver 6 virtual E-scooter to transit workshops in 2020 and 8 COVID safe, in person workshops in the spring of 2021, partnering with transit agencies Communities will receive grant funds for event coordination and administrative costs. Ensure e-scooter companies are present at workshops with e-scooters for free use during field instruction. Ensure informational collateral and free helmets are available for all attendees. Ensure all attendees receive adequate safety and e-scooter ride credit upon completion of the course. Work with partnering community-based organizations from start to finish in every workshop to ensure program success.
Installed 4 docking/charging stations and e-scooter parking corrals at transit sites	6/1/2021	Work with city partners, e-scooter operators, charging station providers and transit agencies to site and install four Swiftmile, battery powered (thus limiting need for trenching) e-scooter charging/docking stations at key transit stops. Work with these partners to install an additional four e-scooter painted parking corrals. Project manage all necessary coordination between agencies and vendors.
Completed case study and final report	6/30/2021	The final report will show data from surveys, attendance numbers at transit oriented workshops, community members engaged at events, collateral outcomes, heat maps to transit stations, and other data collected and lessons learned. The report will be peer-reviewed and widely circulated throughout Forth and

Readiness to Proceed (10 points)		
		partner's social media, networking events and conferences and website.

Financial Information

16. Complete the following information for this project.

Project Element	Budget
Project Management Plan, Initial community outreach	$12,000.00
E-scooter to transit curriculum and media collateral creation and printing	$16,000.00
Partnership agreements and workshop delivery schedule	$3,000.00
E-scooter to transit advertising	$10,000
E-scooter to transit community outreach and surveying	$10,000.00
E-scooter to transit virtual workshops in 2020 (six) and in person pop-ups (eight)	$70,560.00
Free ride credit and helmets to participants	$20,000.00
Project managing docking station and scooter corral installation	$30,000.00
4 Swiftmile docking/charging stations at transit stops	$40,000.00
4 painted e-scooter corrals at transit stops	$10,000.00
TOTAL PROJECTED COST	$221,560.00
Source of Local Match:	
Donated e-scooters, helmets, ride credits and staff time from scooter operators	$16,960.00
Staff time to assist with curriculum and collateral creation, charging station sighting and e-scooter to transit outreach	$3,600.00
	$20,560.00
LOCAL MATCH TOTAL	$20,560.00
LOCAL MATCH PERCENT	9%
GRANT REQUEST AMOUNT	$201,000.00

Application Authority

17. This application must be certified by someone authorized or delegated to sign contracts on behalf of your organization, such as General Manager or CEO. Applications submitted without the checkbox selected will be rejected by WSDOT and will not be considered for grant funding.

☒ I certify, to the best of my knowledge, that the information in this application is true and accurate.

Name	Title	Date
Jeff Allen	Executive Director	5/22/20